

**Tiverton Library Services
Board of Trustees Minutes
Town Hall
August 7, 2013**

Trustees/Director attending:

Barbara Donnelly (chair) donnellb@usnwc.edu

Ann Grealish-Rust (Director) director@tivertonlibrary.org

Lee Hoyer svfram@aol.com

Greg Jones jonesgb@cox.net

Colin Robinson clrobinson13@verizon.net

Absent:

Jim Barret jbnt83@yahoo.com

Maureen Morrow maureenmorrow@cox.net

Jennifer Theroux mtheroux2@cox.net

Visitor:

KathyRyan

Call to order at 7:05pm

Agenda Items

1. Approval of Minutes for Previous Meeting.

- a. Minutes of June 26, 2013 were approved and placed on file.**

2. Treasurer's Report

- a. Expenses \$1,600 under budget for FY2013**
- b. Slight shortfall in revenue for FY2013 made up with previous year carryover.**
- c. Treasure's report was accepted and placed on file.**

3. Union Public Library Association Report

- a. New bylaws approved at the Union Library annual meeting.**
 - i. Union organized as a non-profit with bylaws compliant with 501(c)(3) status.**
 - ii. Union will apply for 501(c)(3) status**
 - iii. Legal name changed to "Union Public Library Association"**
- b. Annual book sale planned for august 17th, 2013 at Chase-Cory House.**

4. Friends of TLS

- a. The Friends plan to increase funding for programs.**
- b. Interest in new building indicated by Website activity.**
- c. The Friends participated in the "Celebrate Tiverton" parade with a float.**
- d. National library week (Apr 8-14), proclamation will be issued by town.**
- e. The Friends will work with the Tiverton Garden Club on the Essex Library grounds.**

f. The ground breaking will be discussed at the Friends Sept 7th meeting.

5. New Building Committee Report

a. Documents for OLIS, DOT and the Tiverton Planning Board are in process. Documents for a line of credit and National Grid need to be executed.

b. A vote by the Foundation Board is required to borrow funds against expected revenues.

c. Behan Brothers have requested bids from subcontractors.

d. Bids for site work will be opened August 13th at 10:00 am at Essex Library. Other bids will be opened August 16th at 10:00 am at Town Hall.

e. Date of ground breaking discussed. The date will depend on the bids and whether they are within budget.

f. Builder's Insurance. Lowest quote received from Zurich Insurance Group for \$29,000 for 17 months. Quote includes wind damage. Period of insurance is October 1st 2013 to March 1st 2014.

i. Tiverton Realty approved acceptance of quote by unanimous vote on this date.

g. Douglas has requested an increase of fees for construction documents.

i. Extra work due to OLIS rebidding the Construction Manager contract, changes and additional drawings required by cost reductions.

ii. An additional \$12,000 requested for Union Studios and \$10,000 for

structural engineering costs. An additional \$18,000 is anticipated for future costs (construction administration).

iii. Building Committee recommends approval of costs already incurred (\$22,000).

iv. Motion by Hoyer to approve \$22,000 to Douglas. Second by Robinson. Passed by unanimous vote.

v. All drawings are available on Behan Brothers website.

h. Agenda and minutes from Building Committee as well as project meetings must be filed with OLIS.

i. Foster Library will meet with Essex staff at 1:00 at Essex Library to discuss our experiences with constructing a new library.

j. The Tiverton Treasurer is moving forward with bonds.

6. Foundation

a. Plans for ground breaking discussed at Foundation meeting of July 22nd 2013.

b. Sale of engraved paving stones discussed as a fundraising project.

7. Director's Report

a. Director's Report accepted and placed on file.

b. Town has expressed an interest in having the Old Stone Bridge plaque displayed at the library. The plaque is approximately 3 feet by 5 feet in bronze and weighs about 500 pounds.

i. Policy is needed on the acceptance of items for archive.

c. Final summer reading program held on Aug 7th.

8. Old Business

a. None

9. New Business

a. None.

10. Other Business

a. Ground breaking plans

i. Date of ground breaking is tentatively set for Sept 7th at 11:00.

ii. Grealish-Rust working on postcard invitations

iii. Looking into PA system (battery powered)

iv. Speakers discussed. Karen Mellor of OLIS has accepted.

v. Essex library opening on ground breaking day will be delayed to allow Essex staff to attend.

vi. The Friends have been asked to provide refreshments.

vii. Behan Brothers will arrange for shovels, etc.

viii. The media will be notified. Notification also by website, email and postcards. Dates of notifications were discussed.

11. Executive Session

a. None

Meeting adjourned at 8:58

Next meeting of trustees: Sept 4th, 2013 at Town Hall, 7:00 pm

Respectfully submitted,
Greg Jones